



Mark Young
New York Metro

May 9, 1997

To: Larry Poole

Subject: Cincinnati Management Team / Working the streets in NYC

Dear Larry,

Get you street shoes ready we're set for your trip into New York. Listed below is the schedule and agenda:

Tues. June 3: *Cincinnati Management arrives (am) ... Newark Airport

*Meeting at the ROU with Rory and Mike

*Hotel arrangements for Tuesday night:

Crown Plaza Hotel (down the street from ROU)

Phone #908-225-8300

Larry Poole

Conf.#60573372

Todd McMahon

Conf.#60576858

Tim Gillespie

Conf.#60579386

(all guaranteed on MY's Am.Exp.)

*Dinner TBD

Wed. June 4: *Mark will pick-up Larry and Todd and drive to the
Manhattan office (Mike McHugh will meet us there).

*Rory will pick-up Tim and drive to the Queens office.

*Work the street for the day:

☐ *Manhattan group #1:* *Tony, Mark, Larry*

☐ *Manhattan group #2:* *Mike, Todd, ~~Guaneri~~ or Groll*

☐ *Queens group:* *Steve, Rory, Tim*

*End of the day meet at the:

Grand Hyatt Hotel ... Park & Grand Central

1-800-233-1234

Reservations: *Larry Poole*

conf#1608841

Tim Gillespie

(one conf.# for all)

Todd McMahon

(MY's Am.Exp.)

Mark Young

Rory O'Rourke

Mike McHugh

Tony Addessi

Steve Grossberg

*Dinner (Tony will find us a great place)

*Art Goll Added
charlie added*

51842 4778

Thurs. June 5: * Check out of the hotel and go to the Manhattan office

* Discussion with DM's (Tony & Steve):

- ☐ *Special projects*
- ☐ *Goal setting for division and Representatives*
- ☐ *Merchandising and contracts (unique to the divisions)*
- ☐ *Creative and innovative ways of building business*
- ☐ *Dealing with unique customers / demographics*

* Lunch

* Newark airport / early pm.

Larry, just let me know your flight arrangements and we'll be set.

Sincerely,

Mark Young

cc: Dave Wilmesher
Rory O'Rourke / Mike McHugh